



**Testimony of  
Kendall F. Wiggin, State Librarian**

**Concerning Senate Bill No. 560  
"AN ACT CONCERNING THE REMOVAL OF INFORMATION FROM STATE AGENCY  
INTERNET WEB SITES"**

**March 7, 2011**

In accordance with the *Connecticut General Statutes* Sec. 11-8, the State Librarian is responsible for developing and directing a records management program for State agencies in the Executive branch. An important aspect of this program involves establishing records retention requirements, in the form of records retention schedules published by the Office of the Public Records Administrator. These retention requirements are based on the administrative, fiscal, legal, and historical value of each record. The Office of the Public Records Administrator, in cooperation with state agencies, has developed records retention schedules that identify records in the custody of specific agencies and establish the minimum retention periods for these records.

Another important aspect of this program involves disposition of records once they have fulfilled these retention requirements, in accordance with *Connecticut General Statutes* Sec. 11-8(a)(c). These retention requirements apply to records whether they are hard copy or electronic. If the record is electronic, the agency must be able to retrieve and read it for the minimum retention period for that record.

On the current schedule, original press releases must be retained for "2 years from date issued" (S1-370: Public Relations Records). Website content must be retained "until superseded or until no longer needed for the conduct of agency business, whichever is later" (S1-500: Website Content). It appears that this bill seeks to give state agencies the discretion to remove information from their Internet web sites. State agencies already have the capability and legal ability to post and remove content to their web sites and therefore I see no reasons to enact this bill.

For further information, refer to State Agencies' Records Retention/Disposition Schedule S1: Administrative Records,  
<http://www.cslib.org/publicrecords/stateretsched/S1Admin2010.pdf>.

Thank you for your time.